



MAYOR AND COUNCIL COMMUNICATION

DATE: 02/19/2013

CONSENT

ITEM #: 5

MOTION Consent Agenda

AGENDA ITEM: Approve Disbursements in the Amount of \$133,921.69

SUBMITTED BY: Cathy Bendel, Finance Director

REVIEWED BY: Dean Zuleger, City Administrator

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of \$133,921.69. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

BACKGROUND INFORMATION: The City of Lake Elmo has fiduciary authority and responsibility to conduct normal business operation. Below is a summary of current claims to be disbursed and paid in accordance with State law and City policies and procedures.

Claim #	Amount	Description
ACH	\$ 11,307.94	Payroll Taxes to IRS & MN Dept of Revenue 2/7/2013
ACH	\$ 5,632.61	Payroll Retirement to PERA 2/7/13
DD4401 – DD4441	\$ 32,003.27	Payroll Dated 2/7/13 (Direct Deposit)
1813-1868	\$ 3,420.00	Library Card Reimbursements 2/19/13
39547-39548	\$ 1,439.74	Manual Checks 2/8/13
39549	\$ 2,094.50	Manual Check 2/15/13
39550	\$ 2,634.56	Accounts Payable 2/19/13 (2012 expense)
39551-39594	\$ 75,389.07	Accounts Payable 2/19/13 (2013 expense)
TOTAL	\$ 133,921.69	

STAFF REPORT: City staff has complied and reviewed the attached set of claims. All appears to be in order and consistent with City budgetary and fiscal policies and Council direction.

RECOMMENDATION: It is recommended that the City Council approve as part of the Consent Agenda proposed disbursements in the amount of \$133,921.69.

Alternatively, the City Council does have the authority to remove this item from the Consent Agenda or a particular claim from this item and further discuss and deliberate prior to taking action. If done so, the appropriate action of the Council following such discussion would be:

**“Move to approve the February 19th, 2013, Disbursements as
Presented *[and modified]* herein.”**

ATTACHMENTS:

1. Accounts Payable Dated 2/19/2013

SUGGESTED ORDER OF BUSINESS (if removed from the Consent Agenda):

- Questions from Council to Staff Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor & City Council
- Action on Motion Mayor Facilitates